

Governing Board Agenda
WASHINGTON ELEMENTARY SCHOOL DISTRICT
GOVERNING BOARD AGENDA FOR
REGULAR MEETING

DATE: February 27, 2014

TIME: Regular Meeting 7:00 p.m. – Board Room

PLACE: Administrative Center, 4650 West Sweetwater Avenue, Glendale, AZ 85304-1505

CONSISTENT WITH THE REQUIREMENTS SET FORTH IN ARS 38-431.02,
NOTICES OF THIS PUBLIC MEETING HAVE BEEN APPROPRIATELY POSTED.

A copy of the completed agenda with names and details, including available support documents, may be obtained during regular business hours at the Washington Elementary School District Superintendent's Office at 4650 West Sweetwater Avenue, Glendale, AZ 85304-1505.

I. REGULAR MEETING

- A. Call to Order and Roll Call
- B. Moment of Silence and Meditation
- C. Pledge of Allegiance
- D. Adoption of the Regular Meeting Agenda

Motion _____ Second _____ Vote _____

- E. Approval of the Minutes

1-7

It is recommended that the Governing Board approve the Minutes of the February 13, 2014 Regular Meeting (Governing Board Member, Mr. Chris Maza, was not in attendance and Governing Board Member, Ms. Clorinda Graziano, participated telephonically).

Motion _____ Second _____ Vote _____

- F. Current Events and Acknowledgments: Governing Board and Superintendent
 - *Celebrating Our Successes!* Perry Mason, Principal of Mountain Sky Junior High School, will share information regarding the school's student achievement gains.
- G. Special Recognition
 - Special recognition of the Desert Mission food drive.
- H. Public Participation**
 - Members of the public may address the Governing Board during this portion of the agenda in regard to non-agenda items (not to exceed three (3) minutes at chair's discretion. If interpretation services are used, the time shall not exceed six (6) minutes, including interpretation.)
 - Additionally, or instead of, members of the public may address the Governing Board during a specific item that is on the agenda (not to exceed three (3) minutes at chair's discretion. If interpretation services are used, the time shall not exceed six (6) minutes, including interpretation.)
- I. It is recommended that the Governing Board approve the Consent Agenda.

Motion _____ Second _____ Vote _____

II. CONSENT AGENDA

- *A. Approval/Ratification of Vouchers 8
The Vice President of the Board reviews all vouchers prior to the meeting of the Board. Vouchers represent orders for payment of materials, equipment, salaries and services.
- *B. Personnel Items 9-11
Personnel items include resignations, terminations, requests for retirement or leave, recommendations for employment and position changes.
- *C. Out-of-State Travel 12-15
1. Debbie Gasiorok, Nutrition Services Supervisor, to attend the 2014 Legislative Action Conference – School Nutrition Association, March 1-5, 2014, in Washington, D.C., at no cost to the District.
2. Mary Ann Sanchez, K-8 Art Teacher (Northwest Christian School), to attend the National Art Education Association – Fusing Innovation Teaching & Emerging Technologies, March 28-31, 2014, in San Diego, CA, at a cost of \$1,287.00 (Title II funding that is available to private schools).
3. John Shikany, Director of Safety & Security, to attend Emergency Response Train-the-Trainer, March 10-14, 2014, in Emmitsburg, MA, at no cost to the District.
- *D. Award of Contract – Bid No. 13.006, Apparel and Accessories, Silk-Screened and Embroidered – Supplemental 16-17
- *E. Second Reading and Adoption of Proposed Amended Board Policy IKE – Promotion and Retention of Students 18-21

III. ACTION / DISCUSSION ITEMS

- A. Discussion, Consideration and Possible Approval of Direction to the Employee Benefit Trust (EBT) Regarding the Employee Benefits Plan for 2014-2015 (D. Rex Shumway) 22-27
Motion _____ Second _____ Vote _____
- B. Appointment of Community Member to the Trust Boards (D. Rex Shumway) 28-33
Motion _____ Second _____ Vote _____

IV. INFORMATION / DISCUSSION ITEMS

- A. Review of 2012-2013 Single Audit (Dennis Osuch, CliftonLarsonAllen) 34
- B. Update regarding the University of Virginia – School Turnaround Specialist Project (Dr. Susan J. Cook and Dr. Janet K. Altersitz) 35-36
- C. Discussion of Professional Development for the Governing Board (Bill Adams) 37

V. FUTURE AGENDA ITEMS

VI. ADJOURNMENT

Motion _____ Second _____ Vote _____

NOTES: As a matter of information to the audience, five days prior to any Governing Board Meeting, Board Members receive the agenda along with the extensive background material which they study individually before action is taken at the meeting. Routine matters will be asterisked and approved as consent agenda items. Any member of the Governing Board may remove items from the consent agenda.

Persons with a disability may request a reasonable accommodation by contacting 602-347-2802. Requests should be made at least 24 hours prior to the scheduled meeting in order to allow time to arrange for the accommodation.

(*) Items marked with an asterisk (*) are designated as Consent Agenda Items. This implies that the items will be considered without discussion. Consent Agenda items may be removed for discussion and debate by any member of the Governing Board by notifying the Board President or the Superintendent twenty-four (24) hours before regular Board meeting or by a majority of the Governing Board members present at the Board Meeting.

(**) Members of the public who wish to address the Board during Public Participation or on an item which is on the agenda may be granted permission to do so by completing a PUBLIC PARTICIPATION SPEAKER COMMENT form and giving it to the Board's Secretary PRIOR TO THE BEGINNING OF THE MEETING. Those who have asked to speak will be called upon to address the Board at the appropriate time. If interpreter services are needed, please contact Angela Perrone at 602-347-2609 at least 24 hours prior to the scheduled Board Meeting in order to allow sufficient time to arrange for an interpreter to be available.

(**) During open session, the Board shall not hear personal complaints against school personnel or any other person connected with the District. Policy KE is provided by the Board for disposition of legitimate complaints including those involving individuals.

(**) The Board may listen but cannot enter into discussion on any item not on the agenda. Depending upon the number of requests to speak to the Board, time limitations may be imposed in order to facilitate accomplishing the business of the District in a timely manner.

WASHINGTON ELEMENTARY SCHOOL DISTRICT
GOVERNING BOARD MINUTES: REGULAR MEETING

2013-2014

February 13, 2014

Administrative Center
Governing Board Room
4650 West Sweetwater Avenue
Glendale, AZ 85304-1505

I. REGULAR MEETING – GENERAL FUNCTION

A. Call to Order and Roll Call

Mrs. Lambert called the meeting to order at 7:00 p.m. Governing Board members constituting a quorum were present: Mrs. Tee Lambert, Mr. Bill Adams, and Mr. Aaron Jahneke. Ms. Clorinda Graziano participated telephonically. Mr. Chris Maza was not in attendance.

B. Moment of Silence and Meditation

Mrs. Lambert called for a moment of silence and meditation.

C. Pledge of Allegiance

Mrs. Lambert led the Pledge of Allegiance.

D. Adoption of the Regular Meeting Agenda

A motion was made by Mr. Jahneke that the Governing Board adopt the Regular Meeting Agenda. The motion was seconded by Mr. Adams. The motion carried.

UNANIMOUS

E. Approval of the Minutes

Mrs. Lambert amended the last sentence on page 9 of the January 23, 2014 Regular Meeting Minutes to read: Ms. Graziano commented that the cost savings from Option C could pay for the estimated costs of Options B and C in three years.

UNANIMOUS

A motion was made by Mr. Jahneke that the Governing Board approve the Minutes of the January 23, 2014 Regular Meeting and Executive Session, as amended. The motion was seconded by Mr. Adams. The motion carried.

F. Current Events and Acknowledgments: Governing Board and Superintendent

Mr. Adams shared that he enjoyed attending the District's Business Advisory Team meeting which was well attended. He thanked Jill Hicks and her team for a job well done. Mr. Adams stated that he was proud of the District's efforts of reaching out to business and community leaders.

Mr. Adams shared that he enjoyed attending the Washington Education Foundation's Bowl-A-Thon. He thanked Mr. Jahneke for his involvement with the Washington Education Foundation and everyone involved with the event which was fun and entertaining.

Mr. Jahneke thanked Mr. Adams and Ms. Graziano for attending the Washington Education Foundation's annual Bowl-A-Thon. He stated that they had a good response and had to turn away nine teams. Mr. Jahneke was pleased to report that the Foundation raised more money than last year.

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Mrs. Lambert shared the following:

- Enjoyed attending the Business Advisory Team meeting.
- Thanked Dr. Cook for representing the District very well at the Arizona Business & Education Coalition Symposium. Mrs. Lambert stated that Dr. Cook spoke about districts building relationships with businesses in the community.
- Acknowledged and thanked Acacia, Manzanita, Richard E. Miller, Roadrunner, and Sunburst schools for the artwork displayed in the Governing Board Room.

Ms. Graziano shared the following:

- Enjoyed attending the Washington Education Foundation Bowl-A-Thon and thanked everyone involved with organizing the fun event.
- Thanked Diana Polanski and Barbara Vecera for inviting her to perform with the District's Honor Orchestra.
- Enjoyed attending the Arizona Music Educators Conference and was pleased to see several WESD music teachers there.

Dr. Cook stated that Lookout Mountain Elementary School had earned an "A" rating and introduced Principal Tricia Heller-Johnson and Assistant Principal Audrey Barrett. Ms. Heller-Johnson and Ms. Barrett shared information regarding the newly built school, as well as the school's student achievement gains.

Mrs. Lambert congratulated and thanked Ms. Heller-Johnson and Ms. Barrett for their efforts. Mrs. Lambert commented that it showed what leadership with collaboration and teamwork of the staff can achieve.

G. Special Recognition

Dr. Cook introduced Luanne Herman, Principal of Sweetwater School, who, in turn, introduced art teachers, Sharon Sauer and Tracie Kiernan. Ms. Sauer acknowledged the following students who, on their own initiative, entered the contests:

- Special recognition of 7th grader, Maldaa Al Kusairy, who placed 2nd in the ASU/MLK bookmark contest.
- Special recognition of 7th grader, Shydale Tribett, who had her essay published in the *Arizona Republic* in their "Holiday Meaning" contest.

The students presented Board members and administrators with an example of the bookmark and essay and were presented with a certificate by Board members.

H. Public Participation

- There was public participation. Ms. Joslyn Brown, President of the WDEA, introduced members of the Read Across America committee: Nancy Putman, Kyla Kushner, Lori Fox, and Pam Horton (not in attendance). Ms. Brown reported that WDEA will be partnering with the Washington Education Foundation and the District to celebrate the 17th year of the Read Across America program. This year's theme is "Sink Your Teeth into Good Books all Year Long". Ms. Brown advised that WESD was the only district in the State of Arizona to receive a grant from the National Education Association (NEA) for \$9,000.00 for the Read Across America program. Every school in the District submitted a Read Across America plan and will receive funding from the grant. Board members and administrators were invited to the kick-off breakfast to be held on March 3, 2014 at Moon Mountain Elementary School. Mr. Adams stated that he had not been able to participate in the Read Across America program for several years, but was looking forward to being able to participate this year. Mr. Jahneke advised that he always looks forward to reading to the students.

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- Ms. Nancy Putman, President of the Washington Education Foundation, thanked the District for its support of the Washington Education Foundation's 6th annual Bowl-A-Thon. Ms. Putman reported that 64 teams with 320 bowlers participated which raised approximately \$5,000.00 to be used for spring mini grants. The Spirit Award went to Manzanita Elementary School for the second year in a row with seven teams participating. Ms. Putman thanked the Board members and District administrators who attended the event. She thanked the Foundation Board members for their hard work in making the Bowl-A-Thon a successful, fun event. She gave a special thanks to one of the sponsors, Getaway Today, for donating two \$500.00 vacation packages. Mrs. Lambert thanked Ms. Putman and the Washington Education Foundation for everything they do for the District and the teachers.

I. Approval of the Consent Agenda

UNANIMOUS

A motion was made by Mr. Jahneke that the Governing Board approve the Consent Agenda items as presented. The motion was seconded by Mr. Adams. The motion carried.

II. CONSENT AGENDA

***A. Approval/Ratification of Vouchers**

UNANIMOUS

Approved and ratified the vouchers as presented.

***B. Personnel Items**

UNANIMOUS

Approved the personnel items as presented.

***C. Public Gifts and Donations (The Value of Donated Items is Determined by the Donor)**

UNANIMOUS

Approved the public gifts and donations as presented.

1. Scot Lemon donated children's books with an approximate value of \$600.00 to be used for the benefit of students in Washington Elementary School District.
2. General Mills Box Tops for Education donated a check in the amount of \$549.50 to be used for the benefit of students at Sunnyslope School.
3. General Mills Box Tops for Education donated a check in the amount of \$717.80 to be used for the benefit of students at Maryland School.
4. General Mills Box Tops for Education donated a check in the amount of \$526.00 to be used for the benefit of students at Tumbleweed Elementary School.
5. The Parent/Teacher Organization at Lookout Mountain Elementary School donated a check in the amount of \$681.24 to be used to purchase cubbies for students.
6. The Parent/Teacher Organization at Mountain View School donated a check in the amount of \$587.20 to be used for an overnight field trip.
7. Michael Lupnacca, through United Way, donated a check in the amount of \$400.00 to be used for the benefit of students at Sunburst Elementary School.

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8. Genesco donated a check in the amount of \$861.40 to be used for the benefit of students at Richard E. Miller Elementary School.
 9. Target Scholarship America donated a check in the amount of \$700.00 to be used for the benefit of Ironwood Elementary School students attending a field trip to the Phoenix Zoo.
 10. Target Scholarship America donated a check in the amount of \$700.00 to be used for a field trip for Orangewood School students.
 11. First Christian Church donated a check in the amount of \$500.00 to be used to purchase school uniforms at Mountain View School.
 12. Walmart donated two checks with a total amount of \$1,000.00 to be used to renew the Accelerated Reader Program at Acacia Elementary School.
- *D. Annual Intergovernmental Cooperative Purchase Agreements with the Mohave Educational Services Cooperative (MESC), Strategic Alliance for Volume Expenditures (SAVE) and 1 Government Procurement Alliance (1GPA) **UNANIMOUS**
- *E. Issue RFPs for Specified Services – Contracted Transportation Services, District Travel Services, Conference and Banquet Services, and Legal Services **UNANIMOUS**
- *F. Grand Canyon University Agreement **UNANIMOUS**

III. ACTION / DISCUSSION ITEMS

A. 2013-2014 Revenue Budget UNANIMOUS

Dr. Cook advised the Board that they were being presented the 2013-2014 Revenue Budget, which is not a requirement. However, action by the Board is recommended by the auditors in order to prepare the Comprehensive Annual Financial Report. Dr. Cook introduced Mr. David Velazquez who provided the information.

Ms. Graziano stated that she knew there was a specific format for the revenue budget report, however, wished that it could be simplified to show amounts budgeted, incoming revenue, and expenses.

A motion was made by Mr. Jahneke that the Governing Board approve the stated revenue amounts as estimated budget for the 2013-2014 fiscal year. The motion was seconded by Mr. Adams. The motion carried.

B. Update Regarding “Move on When Reading” and to Consider and, if Deemed Acceptable, Approve the First Reading of Proposed Amended Board Policy IKE – Promotion and Retention of Students UNANIMOUS

Dr. Cook advised the Board that Mrs. Lambert had requested an update regarding “Move on When Reading”. Dr. Cook reported that the District had been seeking additional information, up to and including a recommendation for policy changes. Dr. Cook introduced Ms. Janet Sullivan to provide the update.

Ms. Sullivan advised the Board that in an update on February 9, 2012, information was provided regarding the amendments to a statute which focused on the promotion requirements for third graders, specifically that beginning in school year 2013-2014, a third grader reading far below the third grade level shall not be promoted.

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Mrs. Lambert confirmed that this was the first year (2013-2014 school year) to fully implement the program. Ms. Sullivan responded that if students fall far below third grade level, they will be retained unless they qualify for one of the following two exemptions by which the Governing Board could promote a pupil:

- If the pupil is an English learner or limited English proficient student as defined in section 15-751 and has had fewer than two years of English language instruction.
- A child with a disability as defined in section 15-761 if the pupil's individualized education program team and the pupil's parent or guardian agrees that promotion is appropriate based on the pupil's individualized education program.

A motion was made by Mr. Jaheneke that the Governing Board approve the first reading of Proposed Amended Board Policy IKE – Promotion and Retention of Students. The motion was seconded by Mr. Adams. The motion carried.

IV. INFORMATION / DISCUSSION ITEMS

A. Trust Board Update

Dr. Cook advised the Board that Mr. Maza was the Governing Board's representative on the Trust Board and was unable to attend the meeting due to a death in his family. Dr. Cook introduced Mr. Rex Shumway to provide the Trust Board update to the Governing Board.

Mr. Shumway advised the Board that the five year contractual cycle for services necessary for the Employee Benefit Trust (EBT) to operate the District's self-insured employee benefit plans expires on June 30, 2014. Mr. Shumway reported that the evaluation team reviewed the RFP responsive proposals and recommended awarding contracts to the providers as presented. He advised that the Employee Benefit Trust Board was pleased with the vendors that were awarded contracts and felt that the savings would help control costs in the Trust. Mr. Shumway stated that the Human Resources Department was preparing a communication to employees.

Ms. Graziano asked the following questions:

- Was there a high correlation between the doctors in the Blue Cross and Blue Shield and Aetna networks? Mr. Shumway responded that an analysis was completed of all of the doctors, hospitals, and out-patient facilities for claims were filed through Meritain and 96% of those were in the Aetna plan and 91% were in the Blue Cross and Blue Shield plan. Mr. Shumway reported that one major change was that Mayo Clinic would be in the Aetna network and was not available in the Blue Cross and Blue Shield network.
- For the 91% in the Blue Cross and Blue Shield plan, were the remaining 9% using providers outside of the plan and paying more? Mr. Shumway replied that the 9% were paying more because the out-of-network doctors have a higher employee cost.
- Asked for confirmation that employees would save money because more doctors were on the Aetna plan and would not be considered out-of-network. Mr. Shumway affirmed that Ms. Graziano was correct and that the disruption factor would be very minimal.
- Was there an IBN member on the insurance committee? Dr. Cook replied that Joslyn Brown and Ken Simmons are members of IBN and the Health Insurance Committee (HIC). Dr. Cook advised that the District was in the process of reforming the HIC because some of the members were no longer employed with the District.

- Was IBN involved in this process? Dr. Cook responded that the Trust Board and HIC were the groups who worked on this process. Dr. Cook stated that IBN had not been presented this information because the Trust Board had just completed the procurement process. There will be a report to IBN on March 10, 2014.
- How do you plan to inform employees to calm their fears of the new changes? Dr. Cook advised that a document was prepared to go to employees within the next week which had bullet points in the body of the email to allay the majority of the employee fears, e.g., your doctor will not likely change. She stated that the document was fairly detailed with simple bullet points and that Joslyn Brown provided helpful input as to what some of the key issues would be for employees.
- Wanted to verify that just because the list of doctors changed, it had nothing to do with the plan. Dr. Cook replied that the District did not have Blue Cross and Blue Shield insurance and will not have Aetna insurance. WESD is self-insured. She stated that the District would be using Aetna as a provider network.

Mr. Adams thanked Mr. Shumway and the EBT team and also thanked Mr. Maza for representing the Board on the EBT. Mr. Adams stated that the EBT had to make difficult decisions, but the cost savings will strengthen the Trust and continue to keep it healthy.

Mrs. Lambert stated that the changes would not go into effect until the 2014-2015 school year. She encouraged employees to contact their doctors to verify that they are on the Aetna network provider list. Mr. Adams advised that the Blue Cross and Blue Shield and Aetna provider lists are almost the same and felt that most employees would not be affected by the change in providers.

B. Discussion of Travel to Attend the National School Boards Association (NSBA) Conference

Dr. Cook advised that at the January 23, 2014 Governing Board meeting, Mr. Adams had requested a future agenda item regarding the NSBA Conference. Mr. Adams presented information regarding travel to the 74th Annual National School Boards Association (NSBA) Conference in New Orleans, Louisiana, on April 5-7, 2014. Estimated expenses for traveling to the conference were provided.

Mr. Adams stated his feelings regarding the importance of professional development for the Board and networking to get exposure for the District. Mr. Adams asked for the Board's support to send someone to the NSBA Conference. Mr. Adams reported that he did not have to attend, but felt it was important to have a presence at the conference.

Mr. Adams advised that if he were to attend the conference, he would pay for the costs for the pre-conferences, other events, meal events, per diem meals, and ground transportation which would reduce the cost to approximately \$2,800.00. He pointed out that there was over \$5,000.00 in the Governing Board's travel budget with additional budget available to be transferred, if necessary, for future events.

Mr. Adams thanked the Board for its consideration. He stated that there was value in attending the conference through talking to other board members from across the country and discussing national education issues.

Mr. Adams reported that he had spoken to Mr. Maza who stated that he supported the travel and believed in continued education for the Board.

February 13, 2014

Ms. Graziano said that the conference seemed like a wonderful event, but wished that the District could find a dedicated source for all staff members to have the same benefit of out-of-state travel, conferences, and in-service. Ms. Graziano stated she did not think it was appropriate to allow one of the Board members to attend a conference with a high cost and tell everyone else that it is not allowed for them because there is no money.

Mr. Jahneke agreed with Ms. Graziano's philosophical approach to the subject and stated that during his six years serving on the Governing Board, he had not used any District money for out-of-state travel.

Mrs. Lambert expressed mixed feelings on this subject. She stated there can be value to attending conferences and feels that local ASBA conferences are very pertinent to Arizona education issues and bring value to the Governing Board table. Mrs. Lambert said that she hoped that as the budget increases, the District can start to provide professional development opportunities for everyone, e.g., staff, administrators, and Governing Board members. Mrs. Lambert reported that the NSBA conference cost is large and she was not sure if she could support attending the conference because she wanted to make sure there was funding available to support opportunities to attend local ASBA conferences and workshops that are pertinent to Arizona education issues.

Mrs. Lambert advised the Board that anyone wishing to attend the NSBA Conference could submit a travel request for consideration and approval.

Mr. Adams thanked the Board members for their comments and support. He encouraged travel requests for conferences and professional development opportunities. Mrs. Lambert stated that, unfortunately, we cannot encourage travel requests, but hopefully travel will be allowed when the District gains a better financial position.

V. FUTURE AGENDA ITEMS

Mr. Adams requested an agenda item regarding the Governing Board's Professional Development.

VI. ADJOURNMENT

A motion was made by Mr. Jahneke to adjourn the meeting at 7:59 p.m. The motion was seconded by Mr. Adams. The motion carried.

UNANIMOUS

SIGNING OF DOCUMENTS

Documents were signed as tendered by the Governing Board Secretary

BOARD SECRETARY

DATE

BOARD OFFICIAL

DATE

February 13, 2014

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 FROM: Dr. Susan J. Cook, Superintendent Discussion
 DATE: February 27, 2014 Information
 AGENDA ITEM: *Approval/Ratification of Vouchers 1st Reading

INITIATED BY: Elizabeth Martinez, Accounting Manager
 SUBMITTED BY: David Velazquez, Director of Finance

PRESENTER AT GOVERNING BOARD MEETING: Cathy Thompson, Director of Business Services

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA, DK and A.R.S. §15-321

SUPPORTING DATA

Funding Source: Various
 Budgeted: Yes

The Vice President of the Board reviews all vouchers prior to the meeting of the Board. Vouchers represent orders for payment of salaries, materials, equipment, and services. Documentation for warrants is available for inspection from the Finance Department located at the District Administrative Center.

APPROVE/RATIFY FY13/14 PAYROLL VOUCHERS (warrants for services and materials, payroll expense):

02/07/14	2,854,750.59
Totals:	2,854,750.59

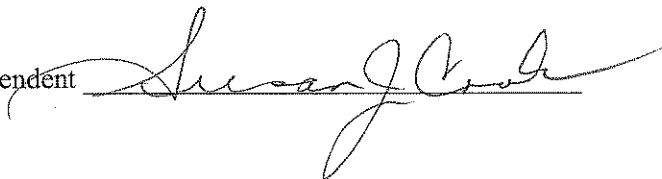
APPROVE/RATIFY FY 13/14 EXPENSE VOUCHERS (warrants for services and materials, payroll expense):

02/05/14	1,067,448.78
02/06/14	1,125.00
02/12/14	5,467,239.70
02/13/14	2,067.80
Totals:	6,537,881.28

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve and ratify the payroll and expense vouchers as presented.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item *II.A.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: February 27, 2014 Information
AGENDA ITEM: *Personnel Items 1st Reading

INITIATED BY: Justin Wing, Director of Human Resources
SUBMITTED BY: Justin Wing, Director of Human Resources

PRESENTER AT GOVERNING BOARD MEETING: Justin Wing, Director of Human Resources

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

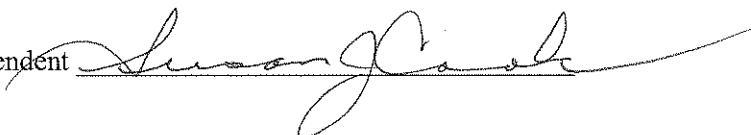
Funding Source: Various
Budgeted: Yes

The attached personnel actions are presented for approval.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the personnel items as presented.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item *II.B.

PERSONNEL ACTION RECOMMENDED

February 27, 2014

I. RESIGNATIONS, RETIREMENTS, EXCESSES, AND LEAVES OF ABSENCE

A. ADMINISTRATIVE

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
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B. CERTIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
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Coppo	Jayson	Teacher-Music	Washington	Resignation	1	5/29/2014- Revised resignation date
Farrier	Gale	Librarian	Sweetwater	Retirement	9	5/29/2014
Siegel	Dianne	Teacher-PE	Special Services	Leave of Absence for FY 14/15		7/1/2014
Stanley	Cristina	Speech Pathologist	Special Services	Leave of Absence for FY 14/15		7/1/2014

C. FULL-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
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Rivera	Rafael	Night Custodian	Lookout Mountain	Resignation	1.5 mo.	2/21/2014
Dixon	James	NBA Assistant	New Beginnings Academy	Resignation	1.5	1/31/2014

D. PART-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	LOCATION	ACTION	YEARS OF SERVICE	EFFECTIVE DATE
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Botello	Veronica	KidSpace Assistant	Abraham Lincoln/Shaw Butte	Resignation	4 mo.	2/6/2014
Bradley	Christine	Food Service Helper	Cactus Wren	Resignation	6 mo.	2/28/2014
Chavez	Felipe	Paraprofessional	Tumbleweed	Resignation	5 mo.	2/7/2014
Crandall	Patricia	Bus Driver	Transportation	Leave of Absence for FY 14/15		7/1/2014
Cruz	Janice	Paraprofessional	Maryland	Resignation	2.5	2/14/2014
Dayton	Brenda	Paraprofessional	Mountain View	Termination	5 mo.	1/24/2014
Fakouri	Reyan	Crossing Guard	Acacia	Resignation	1	1/31/2014
Gover	Rachael	HeadStart Support Instructor	Tumbleweed	Resignation	2	2/21/2014
Hernandez	Marisela	Food Service Helper	Shaw Butte	Resignation	8	2/19/2014
Hoofer	Stephanie	KidSpace Coordinator	Lookout Mountain	Resignation	5 mo.	2/21/2014
Jimenez	Elizabeth	Food Service Helper	Manzanita	Resignation	1	1/29/2014
Mahar	Rosemary	Crossing Guard	Sweetwater	Resignation	3 mo.	1/24/2014
Oakley	Carriann	Crossing Guard	Lookout Mountain	Resignation	6 mo.	2/19/2014
Palafox-Castro	Santiago	Paraprofessional	Moon Mountain	Resignation	1	2/14/2014

PERSONNEL ACTION RECOMMENDED

February 27, 2014

II. EMPLOYMENT

A. ADMINISTRATIVE

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
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B. CERTIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
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Chavez	Darrelina	Teacher-3rd Grade	E	Orangewood	Balance of Year
Moreno	Jennifer	Teacher-6th Grade	E	Sahuaro	Balance of Year
Stanford	Jordan	Teacher-Music	E	Desert Foothills	Balance of Year

C. FULL-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
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Helfer	Karen	Translator	E	Communication
Knight	Leonard	Night Custodian	E	Orangewood
Valenzuela	Manuel	Roving Night Custodian	E	Maintenance

D. PART-TIME CLASSIFIED

LAST NAME	FIRST	POSITION	(E)XISTING OR (N)EW	LOCATION
-----------	-------	----------	------------------------	----------

Aviles Jr.	David	Crossing Guard	E	Moon Mountain
Begaye	Lorilene	Special Ed. Asst.	E	Lakeview
Black	Crystal	Food Service Helper	E	Food Services
Clynick	Chantel	KidSpace Assistant	E	Chaparral
Fields	Zelma	Bus Assistant	E	Transportation
Gutierrez	Erika	Paraprofessional	E	Mountain View
Katzman	Jeffrey	KidSpace Coordinator	E	AfterSchool Programs
Lichlyter	Brielle	Paraprofessional	E	Tumbleweed
McIntyre	Shaylyn	KidSpace Assistant	E	Abraham Lincoln
Moran	Joanna	Food Service Helper	E	Food Services
Morse	Carole	Food Service Clerk	E	Food Services
Rodriguez	Cindy	ELL Testing Specialist	E	John Jacobs
Starr	Jennifer	Crossing Guard	E	Orangewood
Thorn	Jenifer	KidSpace Assistant	E	Abraham Lincoln
Uptain	Tanya	Food Service Helper	E	Food Services
Vinsick	Stacy	Food Service Helper	E	Food Services

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: February 27, 2014 Information
AGENDA ITEM: *Out-of-State Travel 1st Reading

INITIATED BY: Maggie Westhoff, Director of Professional Development
SUBMITTED BY: Maggie Westhoff, Director of Professional Development

PRESENTER AT GOVERNING BOARD MEETING: Maggie Westhoff, Director of Professional Development

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

Funding Source: Various
Budgeted: N/A

The following out-of-state travel requests have been reviewed and are recommended for approval:

1. Debbie Gasiorek, Nutrition Services Supervisor, to attend the 2014 Legislative Action Conference – School Nutrition Association, March 1-5, 2014, in Washington, D.C., at no cost to the District.
2. Mary Ann Sanchez, K-8 Art Teacher (Northwest Christian School), to attend the National Art Education Association – Fusing Innovation Teaching & Emerging Technologies, March 28-31, 2014, in San Diego, CA, at a cost of \$1,287.00 (Title II funding that is available to private schools).
3. John Shikany, Director of Safety & Security, to attend Emergency Response Train-the-Trainer, March 10-14, 2014, in Emmitsburg, MA, at no cost to the District.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the Out-of-State Travel requests as presented.

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item *II.C.

WASHINGTON ELEMENTARY SCHOOL DISTRICT #6
DATE OF BOARD AGENDA ITEM - February 27, 2014

OUT-OF-STATE TRAVEL REQUEST FORM

Name of Traveler(s) <i>(as it appears on your driver's license)</i>	Position	School/Department
Debbie Gasiorek	Supervisor	Nutrition Services

CONFERENCE INFORMATION:

CONFERENCE TITLE:	2014 Legislative Action Conference - School Nutrition Association						
TRAVEL DATES:	March 1-5, 2014						
CONFERENCE LOCATION:	Washington, D.C.						
SOURCE OF FUNDING: Description:	Registration Funds (Funding Source)						Total
Registration Account Code:				6331			\$ 0
SOURCE OF FUNDING: Description:	Travel Funds (Funding Source)						Total
Travel Account Code:				6580			\$ 0
SOURCE OF FUNDING: Description:	Substitute Funds (Funding Source)						Total
Substitute Account Code:				6129			\$ 0

PURPOSE OF TRAVEL: Debbie Gasiorek will attend the the 2014 Legislative Action Conference to gain information on children's nutrition issues. Debbie will interact with members of Congress and representatives from the U.S. Department of Agriculture. As part of the Arizona delegation, Debbie will have the opportunity to advocate on behalf of the children that WESD serves every school day.

MAXIMUM COSTS:

REGISTRATION FEE:	\$
MEALS	\$
LODGING:	\$
SUBSTITUTES	\$
TRANSPORTATION:	\$
AIR	\$
CAR RENTAL/PARKING	\$
BUS/TAXI/SHUTTLE	\$
TOTAL COST:	\$ 0.00

SIGNATURES

Connie Parmenter
Supervisor

Maggie Westhoff
Supervisor

Connie Parmenter
Budget Manager

COMMENTS: All expenses will be paid by the School Nutrition Association of Arizona, of which Debbie Gasiorek is the Vice President.

Please Note: Actual costs may occasionally vary from estimated amounts. Therefore, reimbursement for actual costs which exceed estimates, yet do not exceed the maximum reimbursement allowed by statute, will be subject to approval by the Superintendent or designee.

WASHINGTON ELEMENTARY SCHOOL DISTRICT #6
DATE OF BOARD AGENDA ITEM - February 27, 2014

OUT-OF-STATE TRAVEL REQUEST FORM

Name of Traveler(s) <i>(as it appears on your driver's license)</i>	Position	School/Department
Mary Ann Sanchez	K-8 Art Teacher	Northwest Christian School

CONFERENCE INFORMATION:

CONFERENCE TITLE:	National Art Education Association - Fusing Innovation Teaching & Emerging Technologies
TRAVEL DATES:	March 28-31, 2014
CONFERENCE LOCATION:	San Diego, CA
SOURCE OF FUNDING: Description:	Title IIA Registration Funds (Funding Source)
Registration Account Code:	Total
	140 100 2200 6331 101 0000 \$ 240.00
SOURCE OF FUNDING: Description:	Title IIA Travel Funds (Funding Source)
Travel Account Code:	Total
	140 100 2200 6580 101 0000 \$ 1047.00
SOURCE OF FUNDING: Description:	Substitute Funds (Funding Source)
Substitute Account Code:	Total
	6129 \$

PURPOSE OF TRAVEL: Mary Ann Sanchez will attend the National Art Education Association Conference to develop greater expertise in interdisciplinary teaching. There will be a focus on critical thinking strategies along with a rationale for the use of these strategies in the classroom. Additionally, the conference will model teacher collaboration. Upon her return, Mary Ann will share with her peers during staff development trainings, stressing core academic vocabulary utilized in Art.

MAXIMUM COSTS:

REGISTRATION FEE:	\$ 240.00
MEALS	\$ 187.00
LODGING:	\$ 550.00
SUBSTITUTES	\$
TRANSPORTATION:	\$
AIR	\$ 240.00
CAR RENTAL/PARKING	\$
BUS/TAXI/SHUTTLE	\$ 70.00
TOTAL COST:	\$ 1,287.00

SIGNATURES

Supervisor

Supervisor

Maggie Westhoff
Budget Manager

COMMENTS: Per No Child Left Behind, private schools in our area are entitled to Title II funds

Please Note: Actual costs may occasionally vary from estimated amounts. Therefore, reimbursement for actual costs which exceed estimates, yet do not exceed the maximum reimbursement allowed by statute, will be subject to approval by the Superintendent or designee.

WASHINGTON ELEMENTARY SCHOOL DISTRICT #6
DATE OF BOARD AGENDA ITEM - February 27, 2014

OUT-OF-STATE TRAVEL REQUEST FORM

Name of Traveler(s) (as it appears on your driver's license)	Position	School/Department
John Shikany	Director of Safety & Security	Administrative Center

CONFERENCE INFORMATION:

CONFERENCE TITLE:	Emergency Response Train-the-Trainer						
TRAVEL DATES:	March 10-14, 2014						
CONFERENCE LOCATION:	Emmitsburg, MA						
SOURCE OF FUNDING: Description:	Registration Funds (Funding Source)						Total
Registration Account Code:				6331			\$
SOURCE OF FUNDING: Description:	Travel Funds (Funding Source)						Total
Travel Account Code:	001	100	2670	6580	547	0000	\$ 125.00
SOURCE OF FUNDING: Description:	Substitute Funds (Funding Source)						Total
Substitute Account Code:				6129			\$

PURPOSE OF TRAVEL: This course provides school district teams with the knowledge, skills, and tools needed to develop all-hazard school plans for school emergencies. The course focuses on the phases of emergency management and explains how to use the Incident Command System (ICS) as the foundation for a school emergency response plan. Using ICS, school personnel will be able to coordinate their emergency activities with outside agencies in response to any situation. As a train-the-trainer model, teams are expected to return to their school districts and teach the course to school personnel.

MAXIMUM COSTS:

REGISTRATION FEE:	\$
MEALS	\$
LODGING:	\$
SUBSTITUTES	\$
TRANSPORTATION:	\$
AIR	\$
CAR RENTAL/PARKING	\$
BUS/TAXI/SHUTTLE	\$
TOTAL COST:	\$ 0

SIGNATURES

Dr. Susan J. Cook

Supervisor

Maggie Westhoff

Supervisor

Budget Manager

COMMENTS: Airfare will be pre-paid by each recipient to be reimbursed by the State and dorm housing will be provided for all conference participants.

Please Note: Actual costs may occasionally vary from estimated amounts. Therefore, reimbursement for actual costs which exceed estimates, yet do not exceed the maximum reimbursement allowed by statute, will be subject to approval by the Superintendent or designee.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: February 27, 2014 Information
AGENDA ITEM: *Award of Contract – Bid No. 13.006, Apparel and Accessories, Silk-Screened and Embroidered - Supplemental 1st Reading
INITIATED BY: Howard Kropp, Director of Purchasing SUBMITTED BY: Cathy Thompson, Director of Business Services
PRESENTER AT GOVERNING BOARD MEETING: Howard Kropp, Director of Purchasing
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

Funding Source: M&O
Budgeted: Yes

On December 12, 2013, the District issued Bid No. 13.006, Apparel and Accessories, Silk-Screened and Embroidered - Supplemental. Items covered by this bid are needed to fulfill orders for materials placed by individual schools and departments. This Bid is a Supplement to Bid 10.015, Apparel and Accessories, Silk-Screened and Embroidered. No school or department can spend more than is budgeted without prior approval from the Finance Department.

Forty Three (43) vendors were notified of the Bid. Nine (9) responsive, responsible bids and two (2) no-bids were received and opened on February 4, 2014. Larry Larson, Contract Manager, and Carla Mariscal, Assistant Buyer, evaluated the bids and recommend the vendors listed on the attached sheet for award. A multiple award is the most advantageous to ensure the best service and the most complete product availability for the District.

The award of this solicitation will result in a one (1) year contract beginning upon award with the option to renew for one (1) additional year or portion thereof (this supplemental contract will expire concurrently with Bid 10.015, Apparel and Accessories, Silk-Screened and Embroidered). Included is a provision for cancellation by the District with thirty (30) days prior written notice.

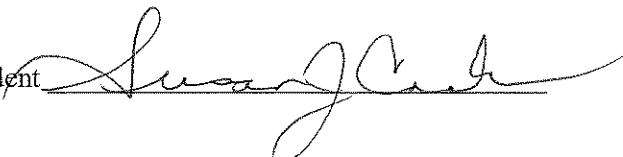
Funding for this expenditure is included in the individual school's or department's 2013-2014 M&O budgets and will be purchased on an as-needed basis.

Copies of the solicitation and responses are available for review in the Purchasing Department.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board award contract regarding Bid No. 13.006, Apparel and Accessories, Silk-Screened and Embroidered - Supplemental to the vendors as presented.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item *I.I.D.

***Award of Contract - Bid No. 13.006, Apparel and Accessories, Silk-Screened and Embroidered - Supplemental
February 27, 2014
Page 2**

4Imprint
A D Promotions
A+ Screen Printing and Embroidery

Anton Sport
International Promotional Ideas, Inc.
Positive Promotions, Inc.

Russell Sportswear, LLC
Sharp Images
X-treme Apparel, LLC

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
FROM: Dr. Susan J. Cook, Superintendent Discussion
DATE: February 27, 2014 Information
AGENDA ITEM: *Second Reading and Adoption of Proposed Amended Board Policy IKE – Promotion and Retention of Students 1st Reading
2nd Reading
INITIATED BY: D. Rex Shumway, Legal Counsel SUBMITTED BY: D. Rex Shumway, Legal Counsel
PRESENTER AT GOVERNING BOARD MEETING: D. Rex Shumway, Legal Counsel
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BGB

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

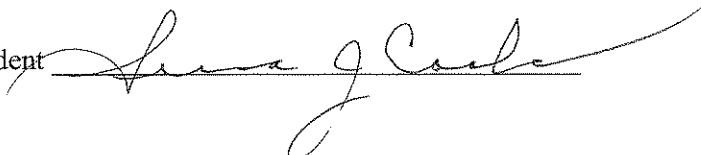
On February 13, 2014, the Governing Board voted to approve the First Reading of proposed amended Policy IKE – Promotion and Retention of Students. No additional revisions were requested. The Policy is now ready for final adoption.

These recommended changes have been reviewed by District Legal Counsel.

SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board approve the Second Reading and adoption of proposed amended Board Policy IKE – Promotion and Retention of Students.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item *I.E.

PROMOTION AND RETENTION OF STUDENTS

Eighth (8th) grade certificate of promotion. For a student to qualify, the following requirements must be met:

- Pass District essential skills standards (equal or exceed state board of education standards) in reading, mathematics, oral and written communication, social studies (includes Arizona and United States Constitution requirements) and science/health.
- Receive principal and staff recommendations.
- Satisfactorily meet the criteria for promotion listed in IKE-R for eighth (8th) grade students.

Promotion requirements listed above may be waived upon review by the principal and District administrative staff. Retention may not be in the best interests of the child.

Regular Education

The District is dedicated to the continuous development of each student.

Year to year promotion of a student in grades one (1) through eight (8)
~~Promotion from year to year~~ will be based upon standards for each basic subject area as identified in the course of study.

The District standards that students must achieve shall include accomplishment of the standards in reading, written communication, mathematics, science, and social studies adopted by the State Board of Education.

The promotion of a student from grade three (3) shall be conditioned on the satisfaction of the applicable competency requirements prescribed by A.R.S. 15-701 and depicted in administrative regulation IKE-RB.

In addition to these standards, test scores, grades, teacher-principal recommendations, and other pertinent data will be used to determine promotion.

Retention of students is a process that is followed when the professional staff, in consultation with the parent, determines it to be in the best interests of the student. Though primary grades are suggested as the most appropriate time, retention may be considered at any grade level.

When circumstances indicate that retention is in the best interest of the student, the student will have individual consideration, and decisions will be made only after a careful study of facts relating to all phases of the student's growth and development. The student's academic achievement level and mental ability are important, but physical and social characteristics are also important factors. A decision should be based on sufficient data, collected over a period of time and motivated by a desire to place students in school programs where they will be the most successful.

In addition to the above, such decisions, when applied to students enrolled in special education, shall be on a case-by-case basis, consistent with the individualized education plan and in accordance with A.A.C. R7-2-301 and R7-2-401.

Special Education

Special education. Students enrolled in a special education program must meet the course of study and graduation requirements of pupils enrolled in special education under the guidance of R7-2-401 and District standards. The course content, methods and materials used will be specified in the pupils' individual graduation plans. The multi-disciplinary team in its annual review shall determine eligibility for promotion based on academic performance, social/emotional maturity and age.

Students who do not meet regular promotion requirements must meet the course of study and promotion requirements for special education under the guidance of A.A.C. R7-2-401. The programs for such students may include adaptations.

Any student unable to meet regular academic requirements for promotion must meet the requirements of an alternative curriculum derived from the regular curriculum, which will be developed by an **individualized educational program (IEP)** team on an individual basis. Students placed in special education will complete the course of study as prescribed in their individual promotion plans and implemented through their individual education programs. Course work will be presented at a level commensurate with the student's ability. The student's

permanent file shall identify the courses completed through special education; however, the student will receive the standard certificate of promotion.

Adopted: ~~date of manual adoption~~

LEGAL REF.: A.R.S. 15-203
 15-341
 15-342
 15-701
 15-701.01
 15-715
 A.A.C R7-2-301
 R7-2-302.04
 R7-2-401
 A.G.O. I84-016

CROSS REF.: IGD – Curriculum Adoption
 IGE – Curriculum Guides and Course Outlines
 IHA – Basic Instructional Program
 IKA – Grading/Assessment Systems

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board X Action
 X Discussion
 Information
 1st Reading

FROM: Dr. Susan J. Cook, Superintendent

DATE: February 27, 2014

AGENDA ITEM: Discussion, Consideration and Possible Approval of Direction to the Employee Benefit Trust (EBT) Regarding the Employee Benefits Plan for 2014-2015

INITIATED BY: D. Rex Shumway, Legal Counsel SUBMITTED BY: D. Rex Shumway, Legal Counsel

PRESENTER AT GOVERNING BOARD MEETING: D. Rex Shumway, Legal Counsel

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: Policy EIC and A.R.S. §15-382

SUPPORTING DATA

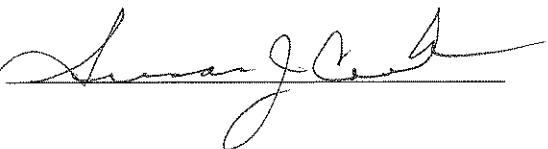
Funding Source: N/A
Budgeted: N/A

At the February 18, 2013 meeting of the Employee Benefit Trust (EBT), John Coyle (from The Segal Company) reviewed the status of the EBT and presented Preliminary Budget Projections for 2013-2014. The following is a summary of the information Mr. Coyle presented:

- As a result of lower than projected claims experience during the 2007-2008, 2008-2009, 2009-2010 and 2010-2011 fiscal years, the EBT created a large contingency reserve. The contingency reserve was utilized to absorb the deficits in 2011-2012 (\$1.2 million) and 2012-2013 (\$872,000.00) when the District funding level remained constant. In the current fiscal year through January 2014, the EBT is at a virtual "break even" pace (\$103,663.00 surplus). While the performance this year is encouraging, the seven months of claims history do not necessarily predict what the finances will look like at the end of the plan year.
- Historical paid claims for the January 1, 2013 through December 31, 2013 were used as a basis for projecting claims and budget projections. (See page 2 of the Attachment.) The following is a review of the three plans during this period:

SUMMARY AND RECOMMENDATION

It is recommended that, based on the current revenue projections and budget limitations, the Governing Board direct the Employee Benefit Trust (EBT) to formulate an employee benefits plan recommendation for 2014-2015 that maintains the same level of District contributions as provided in the 2013-2014 plan in the amount of \$5,046.48 per employee, with any additional funding to come from increased PPO Buy-Up revenue and/or excess contingency reserves of the EBT.

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item III.A.

Discussion, Consideration and Possible Approval of Direction to the Employee Benefit Trust (EBT) Regarding the Employee Benefits Plan for 2014-2015

February 27, 2014

Page 2

Enrollment	Plan	Surplus / (Deficit)
1,675	PPO Base (\$1,200 deductible – no cost to employees)	(\$3,404,737)
623	PPO Buy-Up Plan (\$600 deductible - \$47.89/month cost to employees)	\$986,855
295	HDHP (\$2,500 deductible - \$100/month District HSA contribution)	\$631,792
2,642	Dental	\$195,829

- The Segal Company projects plan costs for 2014-2015 that represent a 10.1% increase over current contributions. Page 4 of the Attachment shows the projected cost to the District and employees if the projected increases were to be implemented. These projections are based on historical claims data, an annual claims trend percentage of 8%, and costs attributed to the Affordable Care Act. On a positive note, the contracts for services recently awarded pursuant to the RFP process generated approximately \$1 million in savings over projected increases.

In order to provide input and direction to the EBT to facilitate the formulation of a final plan design and funding recommendation within the time frame necessary to conduct open enrollment for employees in April, it is recommended that the Governing Board discuss, consider, and provide direction to the EBT regarding the employee benefits for the 2014-2015 fiscal year. Based on the current revenue projections and possible budget limitations affecting the District, as well as a trend analysis of our history of insurance usage, and because of the strong financial position of the EBT, the Administration makes the following recommendations in order to absorb the projected cost increase: (i) maintain the District contribution level as is currently provided in the amount of \$5,046.48 per employee (same funding level as the previous six years); and, (ii) consider an increase to the PPO Buy-Up Plan, and/or, utilize a portion of the excess contingency reserves of the EBT to cover costs that exceed District-provided funding.

A final recommendation from the Trust Board will be presented to the Governing Board in March.



Washington Elementary School District EBT Self-funded Budget Projection

February 18, 2014

Presented by: John Coyle

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★ Segal Consulting

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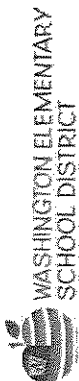
Washington Elementary School District EBT

Self-Funded Projection Summary

For the Period July 01, 2014 through June 30, 2015

	Medical Enrollment	PAID CLAIMS				Total
		PPO Buy-Up Med/Rx	PPO Base Med/Rx	PPO HDHP Med/Rx	Dental	
Jan-13	2,532	\$435,536	\$358,804	\$16,901	\$80,134	\$891,375
Feb-13	2,527	\$695,086	\$419,405	\$13,026	\$58,834	\$1,186,352
Mar-13	2,545	\$459,307	\$362,385	\$20,679	\$81,745	\$924,116
Apr-13	2,542	\$661,698	\$738,554	\$19,093	\$59,998	\$1,479,343
May-13	2,539	\$543,577	\$651,279	\$22,696	\$65,845	\$1,283,397
Jun-13	2,483	\$1,057,293	\$771,765	\$38,577	\$80,593	\$1,948,228
Jul-13	2,365	\$342,064	\$342,347	\$46,404	\$90,064	\$820,879
Aug-13	2,386	\$569,167	\$430,017	\$42,735	\$92,450	\$1,134,369
Sep-13	2,544	\$800,869	\$495,549	\$41,131	\$57,816	\$1,395,365
Oct-13	2,582	\$493,261	\$523,765	\$37,156	\$78,945	\$1,133,127
Nov-13	2,604	\$389,465	\$500,469	\$78,537	\$81,375	\$1,049,847
Dec-13	2,591	\$665,599	\$585,201	\$25,917	\$41,675	\$1,318,391
TOTAL	30,240	\$7,112,922	\$6,179,541	\$402,853	\$869,474	\$14,564,791
Shock Claim Credit		-\$528,906	\$0	\$0	\$0	-\$528,906
Adjustments for Historical Benefit Changes		-\$1,135	-\$348	-\$348	\$0	-\$1,831
Change in Reserves		\$132,500	\$41,372	\$23,631	\$437	\$197,940
Adjusted Incurred Claims		\$6,715,382	\$6,220,565	\$426,136	\$869,911	\$14,231,994
Average Period Lives		612	1,608	301	2,526	
PEPY Incurred Claims		\$10,982	\$3,869	\$1,417	\$344	
Annual Trend		7.9%	7.9%	7.0%	5.5%	
Effective Trend		1.12	1.12	1.11	1.08	
Trended Incurred Claims PEPY		\$12,297	\$4,332	\$1,568	\$373	
Projected Enrollment		623	1,675	295	2,642	
Projected Incurred Claims Based on Experience (Current plan)		\$7,661,106	\$7,256,301	\$462,501	\$985,677	\$16,365,585
Proposed Plan Design Changes (TrOOP & Network Change)		-\$620,495	-\$569,933	-\$33,343	\$0	-\$1,223,771
Projected Claims (proposed plan design)		\$7,040,611	\$6,686,368	\$429,158	\$985,677	\$15,141,814
Claim Fluctuation Margin @ 0.0%		\$0	\$0	\$0	\$0	\$0
Projected Claims with Margin		\$7,040,611	\$6,686,368	\$429,158	\$985,677	\$15,141,814
Stop Loss Premiums		\$157,327	\$374,460	\$72,097	\$0	\$603,884
Administration		\$209,869	\$564,254	\$113,359	\$90,356	\$977,838
Miscellaneous Expenses		\$73,337	\$197,214	\$388,756	\$0	\$659,307
Total Projected Plan Expenses		\$7,481,144	\$7,822,296	\$1,003,370	\$1,076,033	\$17,382,843
Total Current Contributions Including HSA Deposit (Jan 2014 x 12)		\$4,076,407	\$8,809,151	\$1,635,161	\$1,271,863	\$15,792,582
Surplus / (Deficit)		-\$3,404,737	\$986,855	\$631,792	\$195,829	-\$1,590,261
Calculated Change to Rates		83.5%	-11.2%	-38.6%	-15.4%	10.1%
Recommended Change to Rates		11.0%	11.0%	11.0%	0.0%	10.1%
Projected IBNR Liability as of 06/30/15		\$798,610	\$757,160	\$49,834	\$63,853	\$1,619,623

The above projection is an estimate of future cost and is based on information available to The Segal Company at the time the projection was made. The Segal Company has not audited the information provided. A projection is not a guarantee of future results. Actual experience may differ due to, but not limited to, such variables as changes in the regulatory environment, local market pressure, change in demographics, overall inflation rates and claims volatility.



Washington Elementary School District EBT **Self-funded Cost Analysis** **For the Period: July 01, 2014 Through June 30, 2015**

Coverage	Vendor	Service Description	Unit Basis	Units	---Current Cost--- Per Unit Per Period	---Projected Cost--- Per Unit Per Period	\$ Change per Period	% Change	Actual/ Estimate	Comments
Administration Fees										
Dental	UCCI	Dental Administration	PEPM	2,642	\$3.50	\$110,964			Actual	
All Rx	WellDyne	Rx Administration	Scripts/Mo	3,255	\$0.00	\$0		-18.6%	Actual	New 7/1/14
PPO HDHP Med	Health Equity	HSA Administration	PEPM	295	\$3.95	\$13,983	\$0	0.0%		
All Medical	Meritain	Medical Administration	PEPM	2,593	\$11.73	\$364,991	\$39,517	10.8%	Actual	
All Medical	Aetna	Medical Network Access	PEPM	2,593	\$12.75	\$396,729	-\$101,127	-25.5%	Actual	replaced BCBS
All Medical	AHG	Utilization Review	PEPM	2,593	\$2.00	\$62,232	-\$7,779	-12.5%	Actual	
All Medical		Healthcare Blue Book	PEPM	2,593	\$0.00	\$0	\$46,674		Actual	New 7/1/14
Total Administration						\$948,899	\$977,838	3.0%		
Stop Loss										
All Medical	Symetra	Individual Stop Loss	EE	2,354	\$14.33	\$404,794			Estimate	
All Medical	Symetra	Individual Stop Loss	EE+Fam	239	\$34.29	\$8,344	\$81,072	20.0%	Estimate	
Total Stop Loss Premiums						\$503,138	\$885,838	20.0%		
Misc. Savings/Costs										
PPO HDHP Med		HSA Deposit	PEPM	295	\$100.00	\$354,000	\$0	0.0%		
All Medical	Segal	Consulting Fees	Annual	2,593	\$75.001	\$77,265	\$2,264	3.0%		
All Medical	WellDyne	Rx Rebates	Annual	2,593	-\$140,000	-\$228,100	-\$88,100	62.9%		
All Medical		AGG-Spec Corridor	Annual	2,593	\$235,000	\$235,000	\$0	0.0%		
All Medical		Investment Income	Annual	2,593	-\$84,499	-\$23,999	\$60,500	-71.6%		Fin. Statement
All Medical	Govt tax	Transitional Reinsurance	PMPY	4,409	\$31.50	\$138,884	\$96,999	69.8%		
All Medical	Govt tax	PCORI	PMPY	4,409	\$2.00	\$8,818	\$441	5.0%		
Total Miscellaneous						\$587,204	\$72,104	12.3%		
Expected Claims										
PPO Buy-Up Med		Claims Cost	PEPM	623		\$704.53	\$5,267,072			
PPO Buy-Up Rx		Claims Cost	PEPM	623		\$237.23	\$1,773,539			
PPO Base Med		Claims Cost	PEPM	1,675		\$247.47	\$4,974,047			
PPO Base Rx		Claims Cost	PEPM	1,675		\$85.19	\$1,712,321			
PPO HDHP Med		Claims Cost	PEPM	295		\$97.59	\$345,484			
PPO HDHP Rx		Claims Cost	PEPM	295		\$23.64	\$83,674			
Dental		Claims Cost	PEPM	2,642		\$31.09	\$985,677			
Total Expected Claims						\$15,753,342	\$15,141,814	10.1%		
Total Cost						\$15,792,692	\$17,382,843	10.1%		

¹ The Patient-Centered Outcomes Research Institute Fee (PCORI) is part of legislative changes brought about by The Affordable Care Act (ACA) and becomes payable for all plan years ending after September 30, 2012 and sunsets for plan years ending after September 30, 2019. The Transitional Reinsurance Fee is effective 1/1/2014.

5295718v1



WASHINGTON ELEMENTARY
SCHOOL DISTRICT

Washington Elementary School District EBT Monthly MEDICAL/DENTAL Contribution Modeling For The Period July 01, 2014 through June 30, 2015

		CURRENT CONTRIBUTIONS					PROPOSED CONTRIBUTIONS				
Lives		Employer Contribution +	HSA Deposit	Total WESD Contribution +	Employee Contribution =	Total Contribution	Employer Contribution +	HSA Deposit	Total WESD Contribution +	Employee Contribution =	Total Contribution
PPO Buy-Up											
506	Active EE	\$408.68		\$408.68	\$47.89	\$456.57	\$452.38		\$452.38	\$53.01	\$505.39
98	Active EE+Fam	\$408.68		\$408.68	\$598.51	\$1,007.19	\$452.38		\$452.38	\$662.51	\$1,114.89
17	COBRA EE	\$0.00		\$0.00	\$465.70	\$465.70	\$0.00		\$0.00	\$857.50	\$857.50
2	COBRA EE+Fam	\$0.00		\$0.00	\$1,027.33	\$1,027.33	\$0.00		\$0.00	\$1,856.85	\$1,856.85
623	Total	\$2,962,113		\$2,962,113	\$1,114,295	\$4,076,407	\$3,278,861		\$3,278,861	\$1,320,490	\$4,599,350
PPO Base											
1,553	Active EE	\$408.68		\$408.68	\$0.00	\$408.68	\$452.38		\$452.38	\$0.00	\$452.38
95	Active EE+Fam	\$408.68		\$408.68	\$492.87	\$901.55	\$452.38		\$452.38	\$545.57	\$997.96
22	COBRA EE	\$0.00		\$0.00	\$416.85	\$416.85	\$0.00		\$0.00	\$369.85	\$369.85
5	COBRA EE+Fam	\$0.00		\$0.00	\$919.58	\$919.58	\$0.00		\$0.00	\$784.01	\$784.01
1,675	Total	\$8,082,056		\$8,082,056	\$727,095	\$8,809,151	\$8,946,295		\$8,946,295	\$766,636	\$9,712,931
PPO HDHP											
252	Active EE	\$308.68	\$100.00	\$408.68	\$0.00	\$408.68	\$352.38	\$100.00	\$452.38	\$0.00	\$452.38
38	Active EE+Fam	\$308.68	\$100.00	\$408.68	\$401.64	\$810.32	\$352.38	\$100.00	\$452.38	\$444.59	\$896.97
4	COBRA EE	\$0.00	\$100.00	\$100.00	\$314.85	\$414.85	\$0.00	\$100.00	\$100.00	\$216.70	\$316.70
1	COBRA EE+Fam	\$0.00	\$100.00	\$100.00	\$724.52	\$824.52	\$0.00	\$100.00	\$100.00	\$439.85	\$539.85
295	Total	\$1,074,206	\$354,000	\$1,428,206	\$206,955	\$1,635,161	\$1,226,287	\$354,000	\$1,580,287	\$218,412	\$1,798,700
Dental											
2,191	Active EE	\$31.76		\$31.76	\$0.00	\$31.76	\$31.85		\$31.85	\$0.00	\$31.85
406	Active EE+Fam	\$31.76		\$31.76	\$53.24	\$85.00	\$31.85		\$31.85	\$53.39	\$85.24
37	COBRA EE	\$0.00		\$0.00	\$32.40	\$32.40	\$0.00		\$0.00	\$28.01	\$28.01
8	COBRA EE+Fam	\$0.00		\$0.00	\$86.70	\$86.70	\$0.00		\$0.00	\$70.18	\$70.18
2,642	Total	\$989,769		\$989,769	\$282,094	\$1,271,863	\$992,570		\$992,570	\$279,293	\$1,271,863
Annual Total											
		\$13,108,143	\$354,000	\$13,462,143	\$2,330,439	\$15,792,582	\$14,444,013	\$354,000	\$14,798,013	\$2,584,831	\$17,382,843
\$\$ Change											
									\$1,335,869	\$254,392	\$1,590,261
Funding Rate Medical/Dental PEPPY											
				\$5,295.89					\$5,821.41		
Life Insurance PEPPY											
				\$3.00					\$20.40		
Total Funding Rate PEPPY											
				\$5,298.89					\$5,841.81		
% Change in Funding Rates											
											10.2%

Totals may be slightly different than the projection due to rounding

5/28/2014v1

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u> X </u>	Action
		<u> X </u>	Discussion
FROM:	Dr. Susan J. Cook, Superintendent	<u> </u>	Information
		<u> </u>	1st Reading
DATE:	February 27, 2014		
AGENDA ITEM:	<u>Appointment of Community Member to the Trust Boards</u>		
INITIATED BY:	<u>D. Rex Shumway, Legal Counsel</u>	SUBMITTED BY:	<u>D. Rex Shumway, Legal Counsel</u>
PRESENTER AT GOVERNING BOARD MEETING:	<u>D. Rex Shumway, Legal Counsel</u>		
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:	<u>EIC</u>		

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

Dr. Mark Speicher has expressed interest in being appointed to serve as a community member on the Trust Boards for the term ending December 31, 2016. It is recommended that Dr. Speicher be appointed to serve on the Trust Boards.

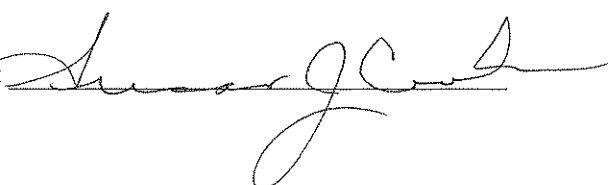
Dr. Speicher is the Associate Dean for Academic Affairs at Midwestern University and previously served two (2) terms on the Trust Boards (2005-2011). His tenure on the Trust Boards was marked by dedication to the responsibilities of the position and the attention he gave to the important decisions that are made. Because of his longevity of service, he brings to the Trust Board a wealth of historical knowledge about Trust matters and provides decision-making stability that is valuable.

Dr. Speicher's letter of interest and brief resume are attached.

A copy of Policy EIC is attached for review.

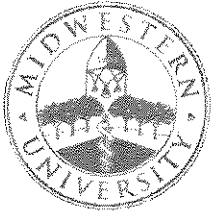
SUMMARY AND RECOMMENDATION

It is recommended that the Governing Board appoint Dr. Mark Speicher as a community representative on the Washington Elementary School District Trust Boards for the term that concludes on December 31, 2016.

Superintendent 

Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item III.B.



MIDWESTERN UNIVERSITY

Arizona College of Osteopathic Medicine

Office of the Dean

19555 North 59th Avenue

Glendale, AZ 85308

Phone: 623/572-3300

Fax: 623/572-3226

www.midwestern.edu

Susie Cook
Superintendent
Washington Elementary School District
Via Electronic Mail

Dear Dr. Cook,

I would like to express my interest in being considered for appointment by the Board of the Washington Elementary School District to the WESD Trust Board. As you know, I have previously served on the Trust Board, and enjoyed my service.

My wife Maria and I have a son Matthew, now 25, and daughter Erin, now 23, who were educated at Lookout Mountain Elementary School and Mountain Sky Junior High. Both went on to College and then to careers or graduate school. Certainly I owe the district more than I can ever repay for the manner in which they taught and guided my two children, but I will bring an understanding of the healthcare system and experience in healthcare education and regulation to help you provide the best possible healthcare for the employees who served my children so well.

In addition, my previous service on the Trust Board allowed me to work with other fine members of the district, and I learned a great deal from them.

Thank you for your consideration. If you have any questions, please contact me at 602-319-3895.

Sincerely,

Mark R. Speicher, Ph.D.
Associate Dean for Academic Affairs

C: Rex Shumway, Esq.

RESUME

MARK R. SPEICHER

15826 NORTH 9TH AVENUE, PHOENIX, AZ 85023

(623) 572-3214

(602) 319-3895 (CELL)

Mspeic@Midwestern.edu

EDUCATION

- 2009** *Arizona State University, College of Public Programs, Tempe, Arizona*
Doctor of Philosophy in Public Administration.
Dissertation Title: "Physician Compliance with Clinical Practice Guidelines: A Multi-Level Analysis."
Committee: Jeffrey Chapman, Ph.D. (Chair), William G. Johnson, Ph.D., Laura Peck, Ph.D.
- 1985** *Fuqua School of Business, Duke University, Durham, North Carolina*
Master of Business Administration (Health Administration).
Internship in 1984 at Baptist Hospitals and Health Systems, Phoenix, AZ
Areas of Concentration: Health Care Economics and Organizational Behavior
Thesis: "The Use of Electronic Medical Records in Hospital Departments."
- 1983** *The University of Akron, Akron, Ohio*
Bachelor of Arts in Social Work
Honors: Degree awarded *Magna cum Laude*.

CERTIFICATIONS

American Association of Colleges of Medicine, *Medical Education Research Certification*, 2012
The National Institutes of Health, Human Subjects Training, *Certification*, 2010, 2011, 2012.
Arizona State University, Preparing Future Faculty, *Fellow*, 2006 – 2007.
The Federation of State Medical Boards, *Certified Medical Board Director Inaugural Class*, 1991.

ACADEMIC ADMINISTRATIVE POSITIONS

- 2007-present** *Midwestern University, The Arizona College of Osteopathic Medicine, Glendale, Arizona*
Associate Dean for Academic Affairs.

ACADEMIC APPOINTMENTS

- 2007 – Present** *Midwestern University, The Arizona College of Osteopathic Medicine, Glendale, Arizona*
Assistant Professor (2012 - present)
Instructor (2007 – 2012)
- 2004-present** *Arizona State University School of Public Programs, Tempe, Arizona*
Adjunct Assistant Professor (2009 – present)
Adjunct Instructor 2004 – 2009
- 2012** *Northern Arizona University Online, Program in Public Agency Management, Yuma Branch Campus, Yuma, Arizona*
Assistant Professor
- 2007** *Grand Canyon University, Phoenix, Arizona*
Lecturer
- 2007** *Abrazo Institute, Phoenix, Arizona*
Lecturer
- 2004-2006** *The University of Phoenix Online, Phoenix, Arizona*
Online Course Facilitator

RESEARCH APPOINTMENTS

2005 - *Center for Health Information and Research, School of Computing and Informatics, Ira A. Fulton*
2007 *School of Engineering, Arizona State University, Tempe, Arizona*

PROFESSIONAL MEMBERSHIPS

American Osteopathic Association, Affiliate Member, 2008 – present.

American Society of Public Administration, Member, 2004 – present.

Health Care Compliance Association, Member, 2001 – present.

RELEVANT WORK EXPERIENCE

1998- present *OptiMed Resources Inc., Phoenix, Arizona - President*

Private consulting firm. Provided Consulting in the areas of hospital and outpatient quality evaluation, management and compliance, physician credentialing and evaluation, and health outcome measures, to clients including the Department of Health and Human Services, Office of the Inspector General, private and public hospitals, and physician certification organizations.

2005- 2006 *ValueOptions, Inc., Phoenix Arizona – Regulatory Compliance Consultant*

Performed compliance reviews and developed policies, procedures and education programs to ensure that this county-wide provider of services to the seriously mentally ill complied with federal, state and local clinical service requirements.

1989- 1998 *Arizona Board of Medical Examiners, Phoenix, Arizona – Executive Director (effective 1994)*
Associate Executive Director (1989-1993)

This 12-member, gubernatorial-appointed Board licenses and regulates 14,500 medical doctors and staffs the Joint Board on the Regulation of Physician Assistants, which regulates 500 physician assistants. Recognized as the most successful Board in the country from 1994 through 1996 by the Federation of State Medical Boards.

1985- 1988 *Baptist Hospitals and Health Systems, Phoenix, Arizona*
Valley View Community Hospital – Assistant Vice President

Multi-hospital not-for-profit health system in Phoenix, Arizona.

Community Service

Citizen Advocacy Center, Board Member, 1998 – 2001; Board Vice President, 2002 – present.

Washington Elementary School District, Trust Board Member, 2005 – 2012.

Catholic Charities of Central and Northern Arizona, Advisory Board Member 2001 – 2005.

Roman Catholic Diocese of Phoenix, Sexual Misconduct Committee, Committee Member, 2001 – 2005.

References

Available upon request.

E-4700 EIC
SELF - INSURANCE PROGRAMS

(Trust Board)

The Governing Board shall establish trust funds to provide a mechanism for implementation of self-insurance retention programs in accordance with A.R.S. 15-382 and any other applicable laws. The funds appropriated shall be designated to cover:

- Employee health plan benefits allowed under section 501(C)(9) of the Internal Revenue Code of 1954.
- Workers' compensation benefits pursuant to Title 23 of the Arizona Revised Statutes.
- Specified property and liability losses, and any other losses the District may elect to self-insure.
- Management and administration of the self-retention programs, including defense costs, insurance premiums, and other related expenses.

Funds budgeted for the self-insurance programs shall be subject to District budgetary requirements. Additionally, an audit of trust funds shall be performed annually by a certified public accountant.

The trust funds shall be administered by a Trust Board consisting of at least five (5) joint trustees, of whom no more than one (1) may be a member of the Governing Board and no more than one (1) may be an employee of the District. Trustees shall be appointed by the Governing Board and shall serve at the discretion of the Governing Board for three-year staggered terms, except that in no event shall the employee or Governing Board representatives serve beyond their employment or membership on the Governing Board, respectively. Trustees shall be provided with errors and omissions insurance during their tenure.

The Trust Board shall be responsible for the management of the trust funds including:

- Interpreting and applying all provisions of the insurance plans approved by the Governing Board;
- Formulating, issuing, and applying rules and regulations which are consistent with applicable law and the terms and provisions of the insurance plans approved by the Board;
- Making appropriate claim determinations and calculations, and

directing the payment of benefits accordingly;

- Arranging for all fund-related reports which may be required either by law or for fund management and administration;
- Contracting for and paying premiums for any insurance which is purchased in furtherance of the insurance plans;
- Recommending plans, plan design changes and funding levels to the Governing Board that are designed to insure the cost-effectiveness and financial solvency of the District's self-insurance programs;
- Developing and implementing preventative programs pertaining to the safety and health of students and employees, and administering said programs in conformity with approved plans and all applicable laws; and
- Insuring compliance with approved plans and all applicable laws pertaining to the safety and health of students and employees, and managing all litigation arising from claims brought against the District.

The Trust Board shall develop and codify procedures to address each responsibility.

Adopted: date of manual adoption

LEGAL REF.: A.R.S. 15-341

15-381

15-382

15-383

15-384

15-386

15-387

15-388

15-502

A.G.O. I80-216

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO:	Governing Board	<u> </u>	Action
		X	Discussion
FROM:	Dr. Susan J. Cook, Superintendent	<u> </u>	Information
		X	1st Reading
DATE:	February 27, 2014		
AGENDA ITEM:	<u>Review of 2012-2013 Single Audit</u>		
INITIATED BY:	<u>Cathy Thompson, Director of Business Services</u>	SUBMITTED BY:	<u>Cathy Thompson, Director of Business Services</u>
PRESENTER AT GOVERNING BOARD MEETING:	<u>Dennis Osuch, CliftonLarsonAllen</u>		
GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION:	<u>BBA</u>		

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

Washington Elementary School District exceeds the threshold of federal award expenditures set forth in OMB Circular No. A-133, *Audits of States, Local Governments, and Non-Profit Organizations* and is required to obtain an annual single audit.

Dennis Osuch from the auditing firm of CliftonLarsonAllen will present a summary of the audit done on activity during the 2012-2013 fiscal year. He will answer questions that the Governing Board might have regarding this audit.

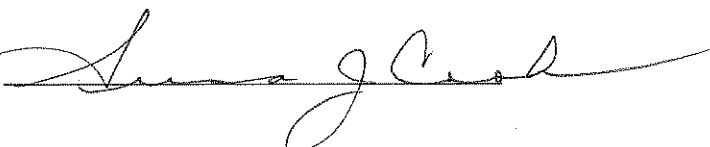
Copies of the Single Audit, USFR Questionnaire, and the Comprehensive Annual Financial Report have been provided to Governing Board Members for review prior to the meeting.

LeeAnn Gallagher, Internal Auditor for the District, will also be available if the Governing Board has questions about action being taken in reference to findings that the external auditors have identified.

SUMMARY AND RECOMMENDATION

No action required.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item IV.A.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board

FROM: Dr. Susan J. Cook, Superintendent

DATE: February 27, 2014

AGENDA ITEM: Update regarding the University of Virginia – School Turnaround Specialist Project

INITIATED BY: Dr. Susan J. Cook, Superintendent SUBMITTED BY: Dr. Susan J. Cook, Superintendent

PRESENTER AT GOVERNING BOARD MEETING: Dr. Susan J. Cook and Dr. Janet K. Altersitz

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

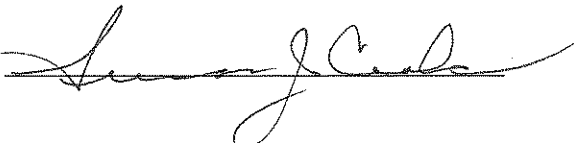
In October, the Washington Elementary School District (WESD) was invited by the Arizona Department of Education (ADE) to explore the possibility of becoming a part of a national turnaround school project. After several conversations with WestEd, the ADE, and the principals of WESD focus and pre-intervention schools (Mountain View, Shaw Butte, Richard E. Miller, Moon Mountain, and Maryland), an application was prepared and submitted to ADE for participation. Washington Elementary School District was selected to engage in further conversations with project leaders at the University of Virginia (UVA). On November 21-22, 2013, several administrators, including the Superintendent, were interviewed by the UVA project team. In December, WESD was notified that we were eligible to proceed to the next steps, which involve Behavior Event Interviews (BEI) with the participating principals and the District administrator “Boot Camp” in March. The BEI interviews occurred February 21-27, 2014.

The University of Virginia’s Darden School of Business and the Curry School of Education established a formal partnership – the Darden/Curry Partnership for Leaders in Education (PLE). This partnership was formed in order to strategically combine the most innovative thinking in business and education thereby providing education leaders with the knowledge, tools, skills and resources necessary to meet today’s unique demands for managing and governing schools and school systems. In 2004, the PLE launched the UVA-School Turnaround Specialist Program (UVA-STSP), now the most established school turnaround program in the country. It is also the only school turnaround program in existence that utilizes a systemic approach to change by working with school, district, and state-level leadership teams in order to help them build the internal capacity necessary to support and sustain effective school turnarounds. UVA-STSP has demonstrated that data driven instruction and assessment can achieve quick, dramatic and sustainable increases in student achievement.

SUMMARY AND RECOMMENDATION

No action required.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item IV.B.

In order to help states/districts/schools build the internal capacity necessary to achieve and sustain meaningful increases in student achievement, the program focuses on the following core components:

- Providing districts and states with guidance in selecting and developing school leaders with competencies that indicate a high potential for success;
- Engaging state, district and school leadership teams to create an environment that supports successful and sustainable school turnarounds;
- Building the capacity of state/district/school leaders in the fundamentals of what successful turnaround requires;
- Introducing model systems and processes that allow district/school leaders to identify and implement effective turnaround strategies based on each school's unique needs and characteristics;
- Aligning leadership from the state to the district to the building-level to achieve sustainability.

Over the course of the two-year program, state, district and school leaders receive the same type of world-class executive education typically provided to top-level business leaders, as well as support and access to resources and research addressing these five components. Four key themes emerged from interviews with state, regional, district, and school personnel actively engaged in this program:

1. State education agencies can align resources, structures, and support systems to compel action at the local level.
2. District ownership and school-level buy-in is critical to success.
3. Intermediary and external entities introduce a breadth and depth of expertise, which can be critical to building capacity.
4. Intentionally identifying qualified school leaders and holding them accountable for meeting high expectations is the fuel that drives school turnaround.

Washington Elementary School District has been selected to participate in this program at no cost to the District. Specific WESD schools were selected by the Arizona State Department of Education. ADE and WestEd are the funding sources.

Next Steps for Involved Schools/District:

- BEI interviews with the principals will occur in late February.
- Training will be provided to District and School leaders at the University of Virginia March and June.
- The focus is on assessment-driven instruction.
- Using data to make instructional decisions is an expectation and a requirement for teachers.
- Weekly data dialogues are an expectation and a requirement.
- Removing barriers to success is an expectation and a requirement for the District.

WASHINGTON ELEMENTARY SCHOOL DISTRICT No. 6

TO: Governing Board

FROM: Dr. Susan J. Cook, Superintendent

DATE: February 27, 2014

AGENDA ITEM: Discussion of Professional Development for the Governing Board

INITIATED BY: Bill Adams, Governing Board Vice President

SUBMITTED BY: Dr. Susan J. Cook, Superintendent

PRESENTER AT GOVERNING BOARD MEETING: Bill Adams, Governing Board Vice President

GOVERNING BOARD POLICY REFERENCE OR STATUTORY CITATION: BBA

SUPPORTING DATA

Funding Source: N/A
Budgeted: N/A

At the February 13, 2014 Governing Board Meeting, Governing Board Vice President Mr. Bill Adams requested a future agenda item for the purpose of discussing professional development for the Board.

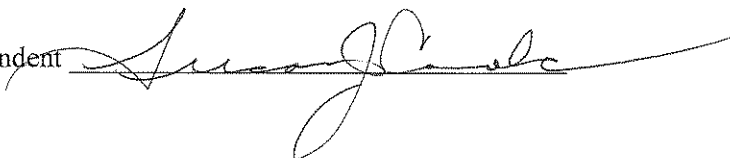
The Governing Board will discuss the topics in which they are interested. If content can be identified, then conversations about venues and resources can be better placed in context.

The Superintendent is also requesting direction if professional developers need to be brought to the Board in WESD to meet the Board's needs.

SUMMARY AND RECOMMENDATION

No action required.

Superintendent



Board Action	Motion	Second	Aye	Nay	Abstain
Adams					
Graziano					
Jahneke					
Lambert					
Maza					

Agenda Item IV.C.